



**Mobile Data Browser  
Fires®  
User's Guide**

Software Version 5.1  
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## Notices

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## About This Book

This book describes how *you*, the user of Mobile Data Browser Fires (MDB Fires), interact with the graphical user interface to enter information and perform application tasks.

MDB Fires is designed to run on a portable computer. You can use a pointing device (pen, mouse, or touch) or a keyboard to carry out the instructions in this book.

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## Who Should Read This Book

This book is intended for users of MDB Fires and for prospective customers in their evaluation of MDB Fires software.

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## How This Book Is Organized

This book is organized into the following chapters:

**Chapter 1** provides an overview of and contains a list of features for MDB Fires.

**Chapter 2** describes how to start MDB Fires and how to use its main features. It also describes how to exit MDB Fires.

**Chapter 3** describes how to send messages.

**Chapter 4** describes how to make Switch inquiries.

**Chapter 5** describes how to make Records Management System (RMS) inquiries.

**Chapter 6** describes how to make Fire inquiries.

**Chapter 7** describes how to work with message lists.

**Chapter 8** describes how to manage dispatches.

**Chapter 9** describes the various notifications you may receive when using MDB Fires.

**Chapter 10** describes how to work with statuses.

This book also contains an index.

## Visual Cues and Terminology Used In This Book

To aid in comprehension, this document uses the standardized visual cues and terminology presented here.

Table 1. Visual Cues

Cue	Meaning
<i>Italics</i>	A word or term that is being used for the first time in the document and is being defined within the surrounding text.
SMALL CAPS	A keyboard key, such as enter or F4.
<b>Bold</b>	Window element labels such as the labels on buttons, or the text associated with a check box, cluster box, or drop-down list.

Table 2. Terminology

Term	Definition
Choose	To indicate the choice of a button or box by tapping it once with the pen. Choosing it will prompt an action, and a visible result will occur, such as the appearance of a pop-up window.
Select	To indicate a choice in a list by tapping it once with the pen.
Deselect	To deselect an item that is already marked for selection. Tapping the item once with the pen removes the selection mark, and the item is no longer selected.
Dimmed	A visual cue indicating that an item is not available for selection.
Drag	Tapping an object and, without releasing it, moving it to the desired location.
Click	To press and release a mouse button, thereby causing a visible result to occur, such as highlighting a list selection.
Double-Click	To press and release a mouse button twice in quick succession thereby causing a visible result to occur, such as highlighting a list selection.
Type or Write	Enter text using the keyboard or pen.
Enter	To type (using a keyboard) or write (using a pen).

## Chapter 1. Overview

Mobile Data Browser Fires (MDB Fires) provides state-of-the-art mobile data terminal (MDT) emulation capability with a new cutting edge user interface.

Currently, MDB Fires is a viewing tool to Fires. Users can not create or update records on Fires thru MDB Fires. This excludes RMS.

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## Features

MDB Fires offers the following features:

- ◆ Provides optimized data entry and review screens for all queries and responses supported by CAD. Screens can be custom-configured.
- ◆ Stores thousands of messages. Sorts messages by time or by subject. Recall, edit, and re-send old messages.
- ◆ Stores partially completed forms for later recall, completion, and transmission.
- ◆ Provides real-time information on Active Users, Active Units and Active Incidents.
- ◆ Supports CDPD and TCP/IP standards.
- ◆ Interfaces to NCIC/NLETS, Federal, State, and Local Host systems.
- ◆ Provides system administrators with extensive configuration capabilities. Shortcut keys, toolbars, forms, and settings can be configured.

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## Chapter 2. Getting Started

This chapter gives you the information you need to start using MDB Fires. It covers the following:

- ◆ Start Up
- ◆ Sign On
- ◆ Station Board
- ◆ Toolbars
- ◆ Shortcut Bar
- ◆ Status Bar
- ◆ Menu Windows
- ◆ Sign Off.

---

### Starting MDB Fires

To start MDB Fires from the Windows **Start** menu, do the following:

1. Choose **Start**.
2. Point to **Programs**.
3. Select **HTE**.
4. Point to the **MDB** program group and select **MDB Fires**. The MDB welcome window is displayed.

**OR**

1. Double click on the MDB Fires Icon (  ) on your desktop.


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### Signing On

After you start MDB Fires, you must sign on using the Network Sign On form before you can use the system. Depending on your environment, your logon form may be different.



To sign on to MDB Fires, do the following:

1. Choose  **Sign On** [Ctrl + N]. The Network Sign On form is displayed.
2. In **Officer1**, enter your user ID (Star Number).

**Note:** Required fields are identified by brackets ( [ ] ) around their labels. For example, **[User1 ID 1]** is a required field.

3. In **Password**, enter your password.
4. In **Beat**, enter your beat.
5. In **Shift**, enter your shift.
6. In **Start Mileage**, enter your starting mileage.

#### Additional Officer

7. If additional officers are signing on, enter the applicable user ID and password in **Officer 2** and **Password**.

#### Responsible Beats

8. If you are responsible for other beats or the other officers who sign on are responsible for other beats, type the other beats in **Responsible Beats**.
9. Choose **Send [F10]** to sign on. The Logon Progress window is displayed.
10. Once you have logged on successfully, the Roll Call window is displayed.

**Note:** If you did not enter information in a required field, an error message is displayed. For example, if you do not enter your starting mileage, an Invalid Start/End mileage specified message is displayed after you choose **Send [F10]**. If you get an error message, enter the required information and choose **Send [F10]**.

#### Related Topic

Logon Progress

### Logon Progress

A logon progress form is displayed while MDB Fires attempts to sign on to the host system. If an acknowledgement has not been received after 30 seconds (time is configurable by the administrator), a time out will occur. The time out message will be displayed on top of the logon form.

If a communication error appears in the Communication Status pane on the status bar, contact your system administrator.


#### Related Topics

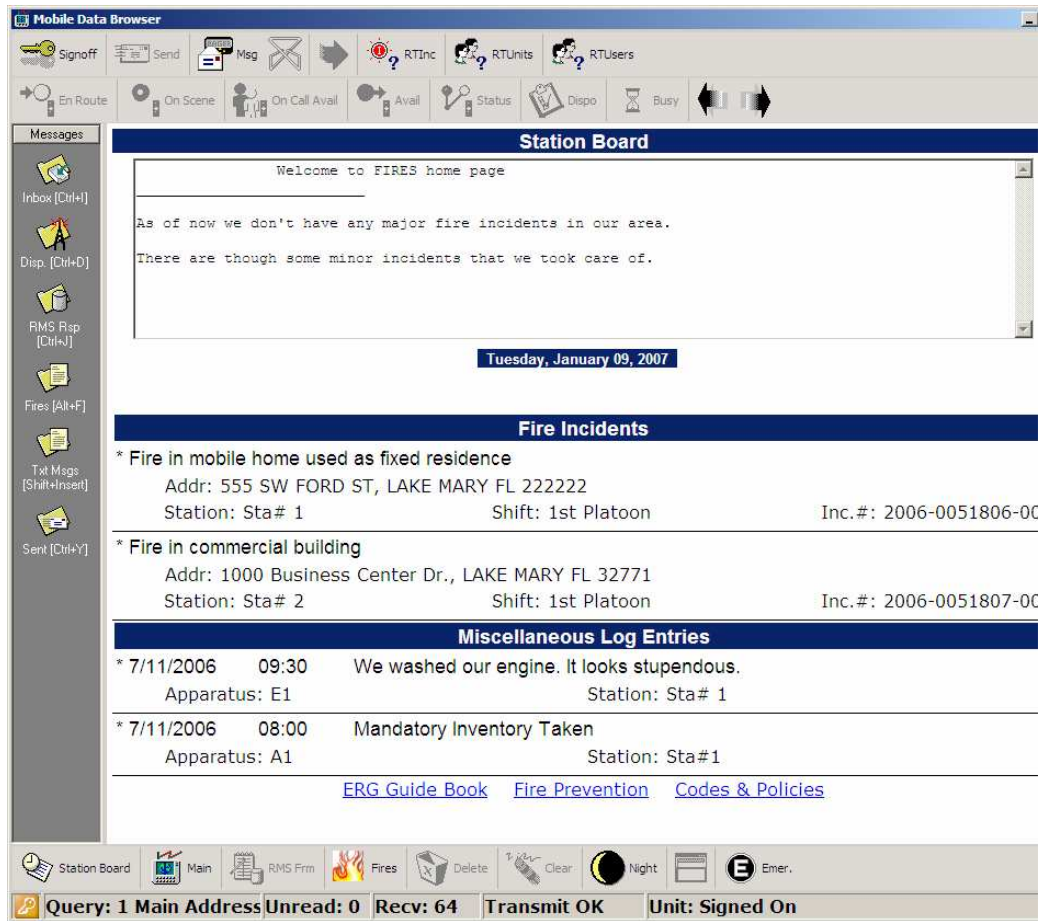
- ◆ Reading the Status Bar
- ◆ Signing On

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## Viewing Information on the Station Board

When you sign on, the Station Board is displayed. You can

also view the Station Board by choosing  **Station Board** on the toolbar or by choosing **Main [F5]** to display the Main Menu window and choosing **Station Board**.



Information on the Station Board may be updated daily by your system administrator. The top portion of the window usually contains the message of the day and important information passed on from the previous shifts.

The bottom portion of the window displays the Fire Incidents and Miscellaneous Entries that have occurred within the last 24 hours.

**Note:** There will be a slight delay between the time you have successfully logged on and the time the Fire Incidents and Miscellaneous Entries have been downloaded. Simply choose the Station Board button on the toolbar to refresh.

Below are three hyperlinks: ERG Book, Fire Prevention, and Codes & Policies. Clicking on any hyperlink will display the appropriate information.









## Using the Toolbars















A toolbar is a horizontal bar at both the bottom and top of each main window. Toolbars contain buttons corresponding to the application's main windows and to tasks you can perform.

**Note:** Some toolbar buttons may not be visible depending upon your system's screen resolution.

To use a toolbar button, click on it or press its associated shortcut keys which appear in brackets after the button's name. The corresponding window appears or the task starts. A dimmed button on the toolbar indicates that the button is not available based on the current state of the application. The shortcut keys are global, meaning that the shortcut keys assigned to a button remain the same and can be used throughout MDB Fires.

The following table describes various buttons that most likely will appear on your toolbars. Remember toolbars and shortcut keys can be customized to fit the department's needs.

Button	Function
 Clear [F4]	Clears the information you entered.
 Delete [F2]	Deletes a selected item.
 Dispo [Ctrl+H]	Displays the Dispatch Disposition form.
 Emer. [Hold F12]	Sends an emergency status message.
 Attach	Attaches a document or image to a car to car message.
 In [F11]	Sends an In-Vehicle status message.
 Main [F5]	Displays the Main Menu window.
 Msg [Ctrl+M]	Displays the Send Message form.

Button	Function
 Nxt Unrd [F3]	Displays the next unread message. This button is not available when there are no unread messages.
 Out [F11]	Sends an Out-of-Vehicle status message.
 Preview	Displays a preview of the selected item in the preview (lower) section of the window.
 RMS Frm [F8]	Displays the RMS Inquiries Menu window. The RMS inquiry forms menu is a list of the available queries that can be used to obtain information from your agency's local record management system (RMS).
 Fires	Displays the Fires Menu window. The Fires Menu window contains a list of available queries that can be used to obtain information from your agency's FIRES system.
 Station Board	Displays the Station Board.
 Send [F10]	Sends the current message, inquiry, disposition, status, or form.
 Signoff [Ctrl+N]	Displays the Officer Signoff form.
 Signon [Ctrl+N]	Displays the Officer Signon form.
 Status [F9]	Displays the Unit Status window
 Units [Ctrl+U]	Sends a request to update the current active units list. When the request is returned, choose <b>Nxt Unrd [F3]</b> to view the current active units.
 RT Incidents	Displays real time updates for Active Incidents.
 RT Units	Displays real time updates for Active Units.
 RT Users	Displays real time updates for Active Users on the Switch.







**Note:** The table above does not contain all available buttons.

## Using the Shortcut Bar

The shortcut bar is located on the left side of the application, and it contains buttons for displaying groups of messages.

To use a shortcut bar button, click on it or press its associated shortcut keys, which appear in brackets after the button's name. The corresponding list of messages appears. The shortcut keys are global, meaning that the shortcut keys assigned to a button remain the same and can be used throughout MDB Fires.

The following table describes each button.

Button	Function
 Disp. [Ctrl+D]	Dispatch - Displays all incoming Dispatch related messages.
 Inbox [Ctrl+I]	Inbox – Displays all incoming messages.
 RMS Rsp [Ctrl+J]	RMS Response - Displays all incoming RMS Responses.
 Sent [Ctrl+Y]	Sent - Displays all sent items.
 Fires [Alt + F]	Fires – Displays all Fires incoming messages.
 Txt Msgs	Text Messages – Displays all incoming Car-to-Car messages.

### Related Topic

Working with Message Lists

## Reading the Status Bar

The status bar is located on the bottom and provides instant feedback about critical information including a message summary, the number of unread and the number of received messages, your communication status, and your unit's current status. Your status may change automatically depending on the function you are performing.

The following illustration is an example of a status bar.



The following table identifies the parts of a status bar.

Location (from left to right)	Description	Example
First pane	Connection Status Icon	
Second pane	Connection Information	Connected (10.255.103.213)
Third pane	Number of unread messages	Unread: 0
Fourth pane	Number of received messages	Recv: 0
Fifth pane	Connection status	Connected
Sixth pane	Current unit status	Unit: Signoff

The status bar can help resolve error messages. If you receive an error message, take note of the information on the status bar. This information may identify the source of the error.




**Note:** The administrator has the ability to configure the status bar and remove panes. Therefore, your status bar may not appear the same as above.

### Related Topic

Working with On Screen Notifications






## Using Menu Windows

Menu windows provide lists of related items in a tabular format. The first column identifies the menu item and lists the item's shortcut keys. The second column contains the one key that opens or activates the item from the menu window. The last column describes the item. The following illustration shows a portion of the Main Menu window.

Item	Key	Description
 ACK [Ctrl+K]	K	ACK last message
 Busy [Ctrl+B]	B	Busy / Location
 Comment	W	Add Dispatch Comments
Dispo [Ctrl+H]	H	Dispatch Disposition

You choose an item in a menu window by clicking on it or by pressing the key listed in the Key column.

The menu windows in MDB Fires are:

Menu Window	Toolbar Button	Description
Main	 Main [F5]	Lists tasks such as acknowledge last message, send busy status, add dispatch comments, switch to night mode.
Messages	 Msgs [F6]	Lists the types of message lists available in MDB Fires.
Fires	 Fires	Lists Fires forms.
RMS Forms	 RMS Frm [F8]	Lists RMS forms.
Status	 Status [F9]	Lists each status.





















### Using the Main Menu Window

The Main Menu window provides a listing of tasks that you can start from the Main Menu window. To view the Main Menu window, choose **Main [F5]**.

To start a task, click the task or press the shortcut key listed in the Key column. The selected task starts.

The following summarizes the tasks listed in the Main Menu window:



Icon	Menu Item	Description
	ACK	Sends an acknowledgement to the originator of your last incoming message.
	Busy	Displays the Busy/Location form where you can change your status to busy.
	Comment	Displays the Add Dispatch Comment form where you can add comments to a dispatch.
	Dispo	Sends a dispatch disposition message and removes the call from the active list. Changes your status to available.
	Fire Inquiries	Displays the Fire Inquiries Menu window.
	Followup	Displays the Start Dispatch Followup form where you can follow up on a dispatch.
	Help	Displays the contents for help.
	Incidents	Queries active incidents.
	Msg	Displays the Send Message form where you can send a message to a unit or alpha-pager.
	Msgs	Displays the Messages Menu window.
	Night/Day	Changes your system to night mode. When you are in night mode, the icon changes to  indicating that you can switch to day mode.
	Nxt Unrd	Displays the next unread message.
	Out/In	Changes your status to out-of-vehicle. When your status is out-of-vehicle, the icon changes to  indicating that you can change your status to in-vehicle.
	RMS Frm	Displays the RMS Inquiry Forms Menu window.
	Station Board	Displays the Station Board.
	Signoff	Displays the Officer Signoff form where you can sign off.
	Status	Displays the Status Menu window.
	Units	Queries the status of active units.

**Note:** Depending on your environment and/or administrator, your Main Menu may not display all the items listed above.

## Related Topics







- ◆ Using Menu Windows

### Using the Fires Menu Window

The Fires Menu window provides a listing of the available Fire Forms. To view the Fires Menu window, choose Fires or choose Main and choose Fires from the Main Menu window.

To display a form or send an automatic request, click on the item or press the item's shortcut key listed in the Key column if they are available.

The following summarizes the Fires forms that are available in the Fires Menu window.

Icon	Menu Item	Description
	Daily Roster	Automatically sends a request for the daily roster.
	Department Log	Displays the Department Log form.
	List By Name	Displays the List By Name form.
	List By Property No	Displays the List By Property Number form.
	Main Address List	Displays the Main Address list form.
	Request A Roster	Displays the Request A Roster form.

## Related Topics







- ◆ Using Menu Windows

### Using the Messages Menu Window

The Messages Menu window provides a listing of the kinds of message lists that are available. To view the Messages Menu window, choose **Msgs [F6]** or choose **Main [F5]** and choose **Msgs (6)** from the Main Menu window.

To choose a message list, click the message type or press the shortcut key listed in the Key column. The selected message list is displayed.

The following summarizes the message lists contained in the Messages Menu window:

Icon	Menu Item	Description
	Inbox [Ctrl + I]	Displays a list of all messages regardless of the source.
	Dispatch [Ctrl +D]	Displays a list of all dispatches.
	RMS Rsp [Ctrl + J]	Displays a list of all RMS responses.
	Fires [Alt + F]	Displays a list of all Fires responses.
	Txt Msgs	Displays a list of all text messages.
	Sent [Ctrl + Y]	Displays a list of the last messages that were sent.

#### Related Topics






- ◆ Using Menu Windows
- ◆ Working with Message Lists

### Using the RMS Inquiries Menu Window

The Records Management System (RMS) Inquiries Menu window provides a listing of the available RMS forms. To view the RMS Inquiry Forms Menu window, choose **RMS Frm [F8]** or choose **Main [F5]** and choose **RMS Frm (8)** from the Main Menu window.

To select a form from the list, click the form or press the form's shortcut key listed in the Key column. The selected RMS Inquiry form is displayed.

The following shows the RMS Inquiry forms that are available in the RMS Inquiries Menu window:

Icon	Menu Item	Description
	Active Incidents (Form)	Displays the Active Incidents Inquiry Form.
	Active Units (Form)	Displays the Active Units Inquiry Form.
	Incident	Displays the RMS Incident Inquiry Form.
	Location	Displays the RMS Location Inquiry Form.
	Notefile	Displays the RMS Notefile Inquiry Form.









#### Related Topic

Using Menu Windows

## Using the Status Menu Window

The Status Menu window provides a listing of statuses which you can choose. To view the Status Menu window, choose **Status [F9]** or choose **Main [F5]** and choose **Status (9)** from the Main Menu window.

To select a status from the list, click the status or press the status' shortcut key listed in the Key column. Your status changes to the one you select. The following statuses are available:

Icon	Menu Item	Description
	At Hospital	You are at a hospital.
	Available [Ctrl + A]	You are available to accept a dispatch.
	Backup	You are backing up another unit.
	Busy	You are not on a dispatch but you are busy.
	En Route [Ctrl + E]	You are traveling to a dispatch destination.
	In Quarters [Ctrl + Q]	You are in your quarters.
	On Scene [Ctrl + O]	You are at the scene of a dispatch.
	To Hospital	You are traveling to a hospital.

### Related Topics

- ◆ Using Menu Windows

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## Configuring Your System

Your system administrator does most of the configuration for your system. Some of the items a system administrator can configure include the Emergency button, toolbar docking, message lists, display font and size, and sounds. You can make the following changes to your system:

- ◆ Night or day mode
- ◆ Preview on or off.


### Setting Night or Day Mode

You can change your system from day to night mode and back to day mode. Night mode reduces glare for improved vision at night. To change the mode, do any of the following:

- ◆ Use the global shortcut keys Ctrl + F5.
- ◆ Open the Main window and choose  Night or  Day, as applicable.
- ◆ Open the Main window and press "O".

### Turning Preview On or Off

When you check your list of messages, you can turn

message preview on or off by clicking the  Preview button on the toolbar. When message preview is on, the selected message appears in the lower pane. When message preview is off, the list of messages fills the window.

When message preview is on, you can control how much of the message you can view at one time by dragging the split bar up or down. If the message is larger than the pane, use the scroll bars to view the entire message.


You can use message preview with the following message lists:

- ◆ Inbox
- ◆ Dispatches
- ◆ Fires
- ◆ RMS Responses
- ◆ Text Messages
- ◆ Notefiles.

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## Signing Off

Before you exit MDB Fires, you should first sign off. Depending on your environment, you may have a different logoff form. To sign off, do the following:

1. To display the Network Sign Off form, choose  **Signoff [Ctrl + N]** or choose **Main [F5]** and choose **Signoff (N)** from the Main Menu window.
2. Enter your ending mileage.
3. Choose **Send [F10]**. The Logoff Progress window is displayed.
4. Once you have logged off successfully, the MDB Fires Welcome window is displayed.
5. Click the close button (in the upper-right corner of the window) to exit the application.

#### Notes:

1. Depending upon your system configuration, you may be required to sign off before being allowed to exit the application.
2. If you are having communication difficulties, you will be required to try to sign off no more than twice before exiting.

#### **Related Topic**

Logoff Progress

### **Logoff Progress**

A logoff progress window is displayed while MDB Fires attempts to sign off from the host system. If you have not received an acknowledgement for 30 seconds (time is configurable by the administrator), then a time out will occur. A message will be displayed on the logoff form. Re-send the Sign Off form again.

If a communication error appears in the Communication Status pane on the status bar, contact your system administrator.

#### **Related Topics**

- ◆ Reading the Status Bar
- ◆ Signing Off

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## Chapter 3. Sending Messages

This chapter describes how to send messages. It describes the following:

- ◆ Emergency Message
- ◆ Car-to-Car Message
- ◆ Last Car-to-Car Message Acknowledgement
- ◆ Alpha-Pager Messages

---

### Sending an Emergency Message

To send an emergency message, click on  **Emergency** or press the hotkey/s if your administrator configured one for the Emergency button. An emergency message is sent.

When you send an emergency message, your system does not make a sound. If you receive an emergency message from another unit, the incoming message has a distinctive sound.

MDB Fires uses icons to keep you constantly informed about your system's readiness to send an emergency message. These icons appear in the Windows status bar and are as follows:



indicates that you can send an emergency message.



indicates that you cannot send an emergency message.

The following illustration shows a Windows status bar with the indication that you cannot send an emergency message.

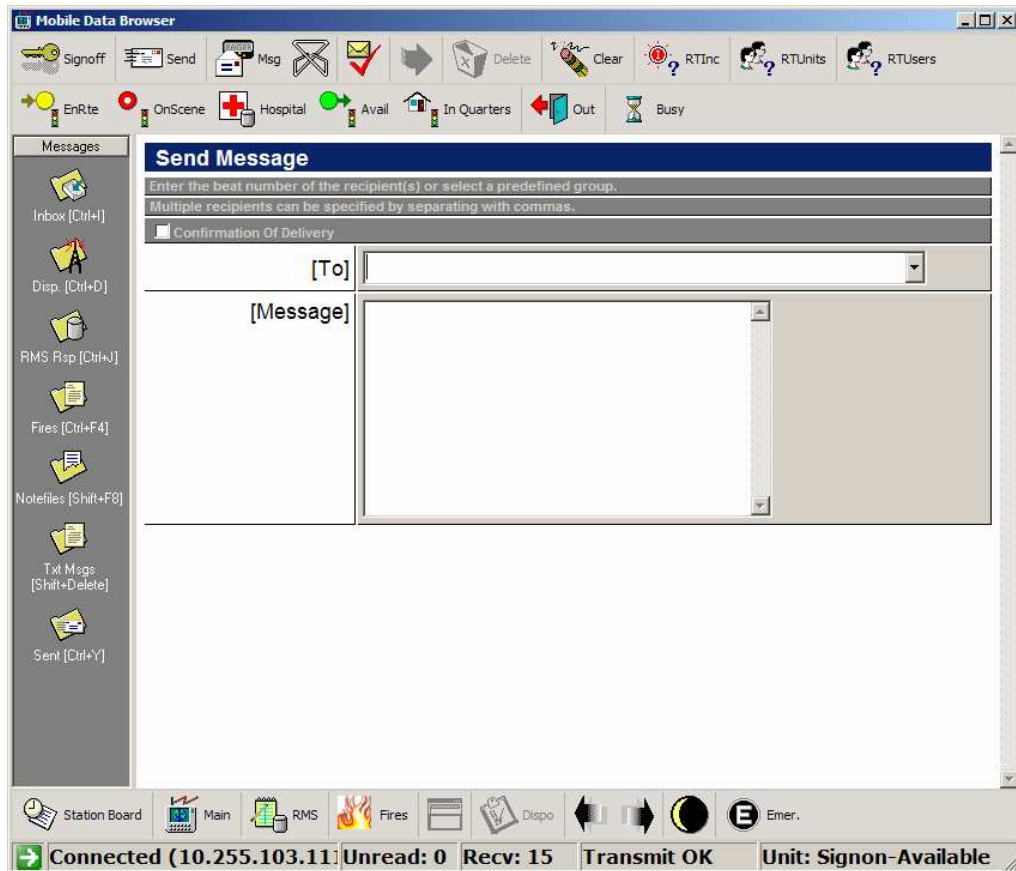



**Note:** The MDB Fires status bar is not the same as the Windows status bar.

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### Sending a Car-to-Car Message

You can send car-to-car messages to other units who are logged on to the system. To send a car-to-car message, do the following:



1. Choose  **Msg [Ctrl + M]** to display the Send Message form.
2. In **To**, enter the beat number of the recipient. If you are sending to more than one unit, separate the beat numbers with a comma. To send to a specified group, click the down arrow in **To** and select a group from the drop-down list. You can send to groups and to individual units as long as you separate each with commas.
3. In **Message**, enter your message.
4. If you would like to receive a delivery confirmation, select **Confirmation Of Delivery** on the top. Delivery confirmation only indicates that the message has reached the mobile. It does NOT mean the user has read the message.



5. If you would like to attach a file to the message, click on the Attach verb () and select the file you wish to send. The system administrator can configure the maximum size a file is allowed to be sent. If the file is too big, a message will be displayed on the bottom of the Car to Car form.
6. Choose **Send [F10]** to send the message.

**Note:** If a recipient is not logged on when you send the message, you will receive a message indicating that the recipient is not logged on.


#### Related Topics

- ◆ Identifying All Active Units
- ◆ Sending a Message to an Alpha-Pager

---

### Acknowledging the Last Car-to-Car Message


You can send an acknowledgement to the originator of the last car-to-car message you have received. To send an acknowledgement, do one the following:

1. Click on  **ACK** on the toolbar or choose **Main [F5]** to display the Main Menu window and select **ACK (K)**.
2. The acknowledgement is sent.

---

### Sending a Message to an Alpha-Pager

You can send a message to an officer's alpha-pager provided the officer is logged on to the system. To send a page, do the following:

1. To display the Send Message form, choose  **Msg [Ctrl + M]** or choose **Main [F5]** and choose **Msg (M)** from the Main Menu window.
2. In **To**, enter the beat number of the recipient.
3. In **Message**, enter your message.
4. Select a priority from **Priority**.
5. Select **Send to Pager**.
6. Choose **Send [F10]** to send the message.

**Note:** Depending on your environment, either the car-to-car form w/o alpha-pager or the car-to-car form w/ alpha-pager will be installed. MDB Fires will NOT have both forms installed at the same time.

**Related Topics**

- ◆ Identifying All Active Units
- ◆ Sending a Car-to-Car Message

## Chapter 4. Making Switch Inquiries

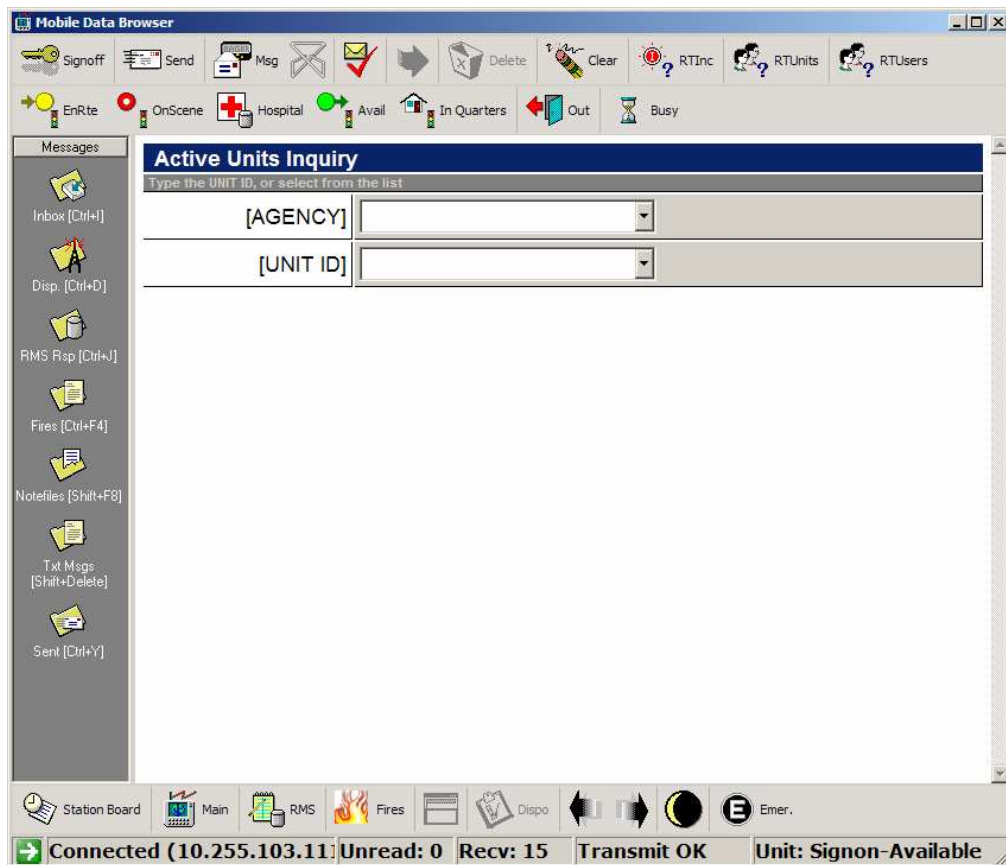
This chapter explains how to use Switch inquiry forms to make inquiries. The Comm Units inquiry forms will request information on who is logged onto the Switch.

**Note:** Units logged onto the switch does not mean they are also logged onto the CAD. To view who is logged onto the CAD, use the Active Units inquiry forms under the RMS Menu.

### Searching for Active Units

Use the Comm Units Inquiry form to search for active switch users. To display the form, choose **Main [F5]** and

choose  **Comm Units (Form)** from the menu window.



The screenshot displays the 'Mobile Data Browser' application window. The title bar reads 'Mobile Data Browser'. The interface includes a top toolbar with icons for Signoff, Send, Msg, Delete, Clear, RTInc, RTUnits, and RTUsers. Below this is a status bar with icons for EnRte, OnScene, Hospital, Avail, In Quarters, Out, and Busy. The main window is divided into a left sidebar and a central area. The sidebar contains a 'Messages' section with icons for Inbox [Ctrl+I], Disp. [Ctrl+D], RMS Rsp [Ctrl+J], Fires [Ctrl+F4], Notefiles [Shift+F8], Txt Msgs [Shift+Delete], and Sent [Ctrl+Y]. The central area displays the 'Active Units Inquiry' form, which has a title bar and a subtitle 'Type the UNIT ID, or select from the list'. The form contains two input fields: '[AGENCY]' and '[UNIT ID]'. The bottom status bar shows 'Connected (10.255.103.11)', 'Unread: 0', 'Recv: 15', 'Transmit OK', and 'Unit: Signon-Available'.

To complete the form and search for active units, do the following:

#### Agency

1. In the drop down list, select or manually enter the agency whose active users you want to find.

#### Unit ID


2. In the drop down list, select or manually enter the units you want to find.
3. Choose **Send [F10]** to send the active units inquiry.

**Note:** To obtain a list of all active units with one button click, choose **Comm Units** or open the **Comm Units (Form)**, leave it blank and click send.

---

## Identifying Active Units

To quickly identify all active switch units, do the following:


1. Choose **Main [F5]** to display the Main Menu window.
2. Choose  **Comm Units**. You will receive a list of all active units on the Switch.

**Note:** As an alternative, you can use the Comm Units Inquiry form to narrow your search for active units, and you can use the same form to search for all active units. See "Searching for Active Units."

---

## Real Time Users

To continuously receive up to date Active Switch Units, do the following:

1. Choose  **RT Users** from the toolbar or choose **Main [F5]** to display the Main Window and select RT Users.
2. The Real Time User Inquiry window is displayed.
3. You can rearrange the columns according to your preference.

**Note:** The form can remain displayed while updates are received.

#### Related Topics

- ◆ Identifying All Active Units

---


## Chapter 5. Making RMS Inquiries

This chapter explains how to use RMS inquiry forms to make inquiries and describes each available form.

---

### Using RMS Inquiry Forms

RMS Inquiry forms enable you to enter query criteria for RMS inquiries. To display and use a form, do the following:

1. Choose  **RMS Frm [F8]** or choose **Main [F5]** and choose **RMS Frm [F8] (8)** from the Main Menu window. The RMS Inquiry Forms Menu window is displayed.
2. Choose a form from the menu.
3. Enter information in each field as required.

#### Notes:

1. The labels for required fields are enclosed in brackets ([ ]), and they are a different color than the labels for non-required fields.
2. To clear the information you have entered, choose **Clear [F4]**. The entered information is removed, and the defaults are restored.
3. Choose **Send [F10]**. The form is sent. The fields in the form are cleared, and defaults are restored.

The following RMS Inquiry forms are available:

- ◆ Active Incidents Inquiry
- ◆ Active Units Inquiry
- ◆ Hospital Transport
- ◆ Incident Inquiry
- ◆ Location Inquiry
- ◆ Notefile Inquiry


#### Related Topics

- ◆ Using Menu Windows
- ◆ Using the RMS Inquiry Forms Menu Window

## Clearing Entered Information

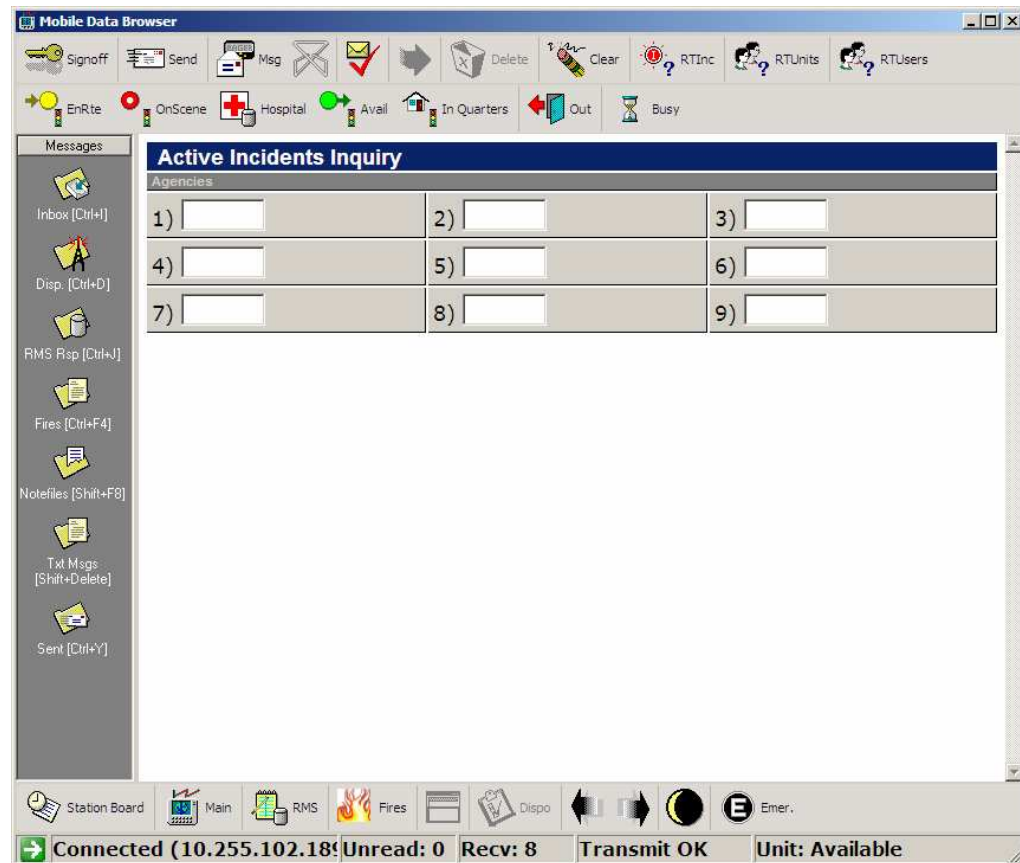
When you are entering information into a form and you want to clear (erase) the information that you have

entered, choose

 **Clear [F4]**. The information you entered is removed, and fields with default information have the default information restored.

## Searching for Active Incidents

Use the Active Incidents Inquiry form to search for active incidents. To display the form, choose **RMS Frm [F8]** and choose **Active Incidents (Form) (I)** from the menu window.



The screenshot shows the Mobile Data Browser interface. The title bar reads "Mobile Data Browser". The top menu bar includes icons for Signoff, Send, Msg, Delete, Clear (with an eraser icon), RTInc, RTUnits, and RTUsers. Below this is a status bar with icons for EnRte, OnScene, Hospital, Avail, In Quarters, Out, and Busy. The left sidebar contains a "Messages" section with icons for Inbox [Ctrl+I], Disp. [Ctrl+D], RMS Rsp [Ctrl+J], Fires [Ctrl+F4], Notefiles [Shift+F8], Txt Msgs [Shift+Delete], and Sent [Ctrl+Y]. The main window displays the "Active Incidents Inquiry" form. The form has a section titled "Agencies" with a table of 9 numbered text boxes (1) through (9) for entering agency information. The bottom status bar shows "Connected (10.255.102.18)", "Unread: 0", "Recv: 8", "Transmit OK", and "Unit: Available".

To complete the form and search for active incidents, do the following:

1. In the numbered text boxes in **Agencies**, enter those agencies whose active incidents you want to find.

2. Choose **Send [F10]** to send the active incidents inquiry.

**Notes:**

To search for all active incidents, leave all the text boxes in **Agencies** blank.

Another way to display all active incidents is to choose **Main [F5]** and choose **Incidents (A)** from the Main Menu window.

**Related Topic**

Using RMS Inquiry Forms

**Identifying All Active Incidents**

To quickly identify all active incidents, do the following:

1. Choose **Main [F5]** to display the Main Menu window.
2. Choose **Incidents (A)**. You will receive a list of all active incidents.

**Note:** As an alternative, you can use the Active Incident Inquiry form to narrow your search for active incidents, and you can use the same form to search for all active incidents. See "Searching for Active Incidents."

**Real Time Active Incidents**

To continuously receive up to date Active Incidents, do the following:

1. Click on the **RT Inc** button on the toolbar or choose **Main** to display the Main Menu and then click on **RT Inc**.
2. The Real Time Incidents Window is displayed.
3. You can rearrange the columns according to your preference.

**Note:** The form can remain displayed while updates are received.

**Identifying All Active Units**

To quickly identify all active units, do the following:

1. Choose **Main [F5]** to display the Main Menu window.
2. Choose **Units [Ctrl +U] (U)**. You will receive a list of all active units.

**Note:** As an alternative, you can use the Active Units Inquiry form to narrow your search for active units, and you can use the same form to search for all active units. See "Searching for Active Units."

## Searching for Active Units

Use the Active Units Inquiry form to search for active units. To display the form, choose **RMS Frm [F8]** and choose **Active Incidents (Form) (U)** from the menu window.

The screenshot shows the 'Mobile Data Browser' application window. The title bar includes icons for Signoff, Send, Msg, Delete, Clear, RTInc, RTUnits, and RTUsers. Below the title bar is a row of status icons: EnRte, OnScene, Hospital, Avail, In Quarters, Out, and Busy. The main window is divided into a left sidebar and a main content area. The sidebar contains a 'Messages' section with icons for Inbox [Ctrl+I], Disp. [Ctrl+D], RMS Rsp [Ctrl+J], Fires [Ctrl+F4], Notefiles [Shift+F8], Txt Msgs [Shift+Delete], and Sent [Ctrl+Y]. The main content area displays the 'Active Units Inquiry' form. This form has a section for 'Agencies' with six numbered text boxes (1) through (6). Below this is a section for 'Units starting with...' also with six numbered text boxes (1) through (6). At the bottom of the window is a status bar with icons for Station Board, Main, RMS, Fires, Dispo, and Emer. The status bar also displays the following text: 'Query: 0 List of Reinspectio Unread: 0 Recv: 8 Transmit OK Unit: Available'.

To complete the form and search for active units, do the following:

### Agencies

1. In the numbered text boxes, enter those agencies whose active units you want to find.

← - - - - Formatted: Bullets and Numbering

### Units starting with ...

2. In the numbered text boxes, enter the beginning numbers of the units you want to find.

← - - - - Formatted: Bullets and Numbering

3. Choose **Send [F10]** to send the active units inquiry.



**Note:** To obtain a list of all active users with one button click, choose **Units [Ctrl + U]**.

### Real Time Units

To continuously receive up to date Active Incidents, do the following:

4. Choose RT Units from the toolbar or choose Main to display the Main Window and select RT Units.
5. The Real Time Units window is displayed.
6. You can rearrange the columns according to your preference.

**Note:** The form can remain displayed while updates are received.

### Related Topics

- ◆ Identifying All Active Units
- ◆ Using RMS Inquiry Forms

### Using the Hospital Transport Form

Use the Hospital Transport form to send hospital information. To display the form, choose **RMS Frm [F8]** and choose **Hospital (H)** from the menu window.

The screenshot shows the 'Mobile Data Browser' application window. The title bar reads 'Mobile Data Browser'. The top toolbar contains icons for Signoff, Send, Msg, Delete, Clear, RTInc, RTUnits, and RTUsers. Below this is a status bar with icons for EnRte, OnScene, Hospital, Avail, In Quarters, Out, and Busy. The main window is divided into a left sidebar and a central form area. The sidebar, titled 'Messages', lists: Inbox [Ctrl+I], Disp. [Ctrl+D], RMS Rsp [Ctrl+J], Fires [Ctrl+F4], Notefiles [Shift+F8], Txt Msgs [Shift+Delete], and Sent [Ctrl+Y]. The central form area is titled 'Hospital Transport' and contains the instruction 'Enter either the hospital code (if listed) or the Transport Location.' Below this are two input fields: 'Hospital Code' (a dropdown menu) and 'Transport Location' (a text box). The bottom status bar shows icons for Station Board, Main, RMS, Fires, Dispo, and Emer., along with a green arrow icon. To the right of these icons are the labels 'Unread: 0', 'Recv: 8', 'Transmit OK', and 'Unit: Available'.

To complete the form, do the following:

1. In **Hospital Code**, select a hospital code or enter the name of a hospital in **Transport Location**.
2. Choose **Send [F10]** to send the Hospital Transport form.

#### Related Topic

Using RMS Inquiry Forms

#### Inquiring about an Incident

Use the Incident Inquiry form to inquire about a particular incident. To display the form, choose **RMS Frm [F8]** and choose **Incident (C)** from the menu window.

The screenshot shows the 'Mobile Data Browser' application window. At the top is a toolbar with icons for Signoff, Send, Msg, Delete, Clear, RTInc, RTUnits, and RTUsers. Below this is a status bar with icons for EnRte, OnScene, Hospital, Avail, In Quarters, Out, and Busy. The main area is titled 'Incident Inquiry' and contains three search sections: 'Seq' and 'Beat' fields, 'Search by RD Number' with an 'RD Number' field, and 'Search by Date/Time' with 'Date' and 'Time' fields. A left sidebar lists messages: Inbox [Ctrl+I], Disp. [Ctrl+D], RMS Rsp [Ctrl+V], Fires [Ctrl+F4], Notefiles [Shift+F8], Txt Msgs [Shift+Delete], and Sent [Ctrl+Y]. The bottom status bar shows 'Query: 0 List of Reinspectio', 'Unread: 0', 'Recv: 8', 'Transmit OK', and 'Unit: Available'. A bottom toolbar includes icons for Station Board, Main, RMS, Fires, Dispo, and Emer.

To complete the form and send an incident inquiry, do the following:

1. In **Seq.**, enter the sequence number.
2. In **Beat**, enter the beat.

**Search by RD Number**

3. In **RD Number**, enter the Records Division Number.

**Search by Date/Time**

4. In **Date**, enter the date (in MM/DD/YYYY format).
5. In **Time**, enter the time (in HH:MM:SS format using 24 hour time).
6. Choose **Send [F10]** to send the incident history inquiry.

**Related Topic**

Using RMS Inquiry Forms

## Inquiring about a Location

Use the Location Inquiry form to inquire about a location. To display the form, choose **RMS Frm [F8]** and choose **Location (L)** from the menu window.

The screenshot shows the 'Mobile Data Browser' application window. The title bar reads 'Mobile Data Browser'. The top toolbar contains icons for Signoff, Send, Msg, Delete, Clear, RTInc, RTUnits, and RTUsers. Below this is a status bar with icons for EnRte, OnScene, Hospital, Avail, In Quarters, Out, and Busy. The main window is titled 'Location Inquiry'. It features a form with the following fields: 'Address' (a sub-header), 'Number', 'Dir', 'Street Name', 'Type', 'Apt.', 'Intersection', 'Premise Name', and 'Seq'. Below the form is a section titled 'Please check all requested fields' containing a grid of checkboxes for various categories: Cautions, Comments, Incidents, Hazmats, Preplans, Firplans, Alarms, Notific, Exterior, Construc, Utility, Hydrants, General, Routing, and Premise. The bottom status bar displays 'Query: 0 List of Reinspectio', 'Unread: 0', 'Recv: 8', 'Transmit OK', and 'Unit: Available'.

To complete the form and send a location inquiry, do the following:

### Address

1. In **Number**, enter the address number.
2. In **Dir**, enter the street direction.
3. In **Street Name**, enter the street name.
4. In **Type**, enter the type of street.
5. In **Apt.**, enter the apartment number.
6. If the location is an intersection, in **Intersection**, enter the two streets forming the intersection.
7. In **Premise Name**, enter the name of the premises. The **Premise Name** is also known as the Common Place Name.

8. In **Seq**, enter the sequence number.

**Please check all requested fields**

9. Select the kind of information you want about the location.

10. Choose **Send [F10]** to send the location inquiry.

**Related Topic**

Using RMS Inquiry Forms

**Locating a Notefile**

Use the Notefile Inquiry form to locate a notefile if you know the notefile's name. To display the form, choose **RMS Frm [F8]** and choose **Notefile (F)** from the menu window.

The screenshot displays the 'Mobile Data Browser' application window. The title bar reads 'Mobile Data Browser'. The interface includes a top toolbar with icons for Signoff, Send, Msg, Delete, Clear, RTInc, RTUnits, and RTUsers. Below this is a status bar with icons for EnRte, OnScene, Hospital, Avail, In Quarters, Out, and Busy. The main window is divided into a left sidebar and a central area. The sidebar, titled 'Messages', contains icons and labels for Inbox [Ctrl+I], Disp. [Ctrl+D], RMS Rsp [Ctrl+J], Fires [Ctrl+F4], Notefiles [Shift+F8], Txt Msgs [Shift+Delete], and Sent [Ctrl+Y]. The central area is titled 'Notefile Inquiry' and features a text input field labeled 'Enter Notefile Name' with a blue cursor. The bottom of the window has a navigation bar with icons for Station Board, Main, RMS, Fires, Dispo, and Emer. Below the navigation bar is a status bar showing 'Query: 0 List of Reinspectio', 'Unread: 0', 'Recv: 8', 'Transmit OK', and 'Unit: Available'.

To complete the form and send a notefile inquiry, do the following:

1. In **Enter Notefile Name**, enter the notefile's name.
2. Choose **Send [F10]** to send the notefile inquiry.

**Notes:**

Many departments have a notefile called Menu, which you can request. This returns a response with a list of all available notefiles.

To obtain a list of all the notefiles you have received, choose Notefiles from the shortcut bar.

If you request the same notefile multiple times, it is listed multiple times in the Notefiles List and Inbox. If you have duplicates of the same notefile and you need the most recent one, check the date and time in the Received column.

**Related Topic**

Using RMS Inquiry Forms

## Chapter 6. Making Inquiries to Fires

This chapter explains how to use Fires inquiry forms to make inquiries and describes each available form.

### Using Fires Inquiry Forms

Fires Inquiry forms enable you to request information from Fires. To display and use a form, do the following:



Choose **Fires** or choose **Main [F5]** and choose **Fires [Alt + F]** from the Main Menu window. The Fire Inquiries Menu window is displayed.

#### Notes:

1. The labels for required fields are enclosed in brackets ([ ]), and they are a different color than the labels for non-required fields.
2. To clear the information you have entered, choose **Clear [F4]**. The entered information is removed, and the defaults are restored.
3. Choose **Send [F10]**. The form is sent. The fields in the form are cleared, and defaults are restored.

The following Fire Inquiries are available:

- ◆ Daily Roster
- ◆ Department Log
- ◆ List By Name
- ◆ List By Property No.
- ◆ Main Address List
- ◆ Daily Roster (Form)

#### Related Topics

- ◆ Using Menu Windows
- ◆ Using the Fire Inquiries Menu Window

### Clearing Entered Information

When you are entering information into a form and you want to clear (erase) the information that you have




entered, choose **Clear [F4]**. The information you entered is removed, and fields with default information have the default information restored.

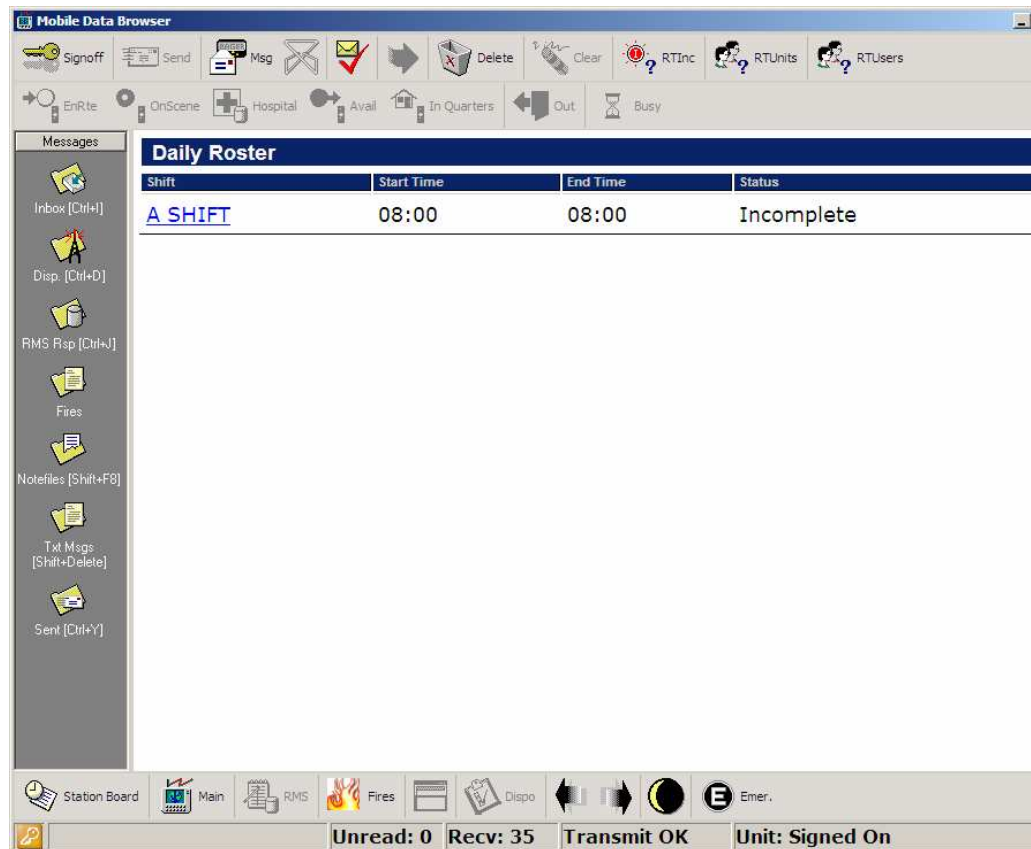
## Wildcard Search

A wildcard search allows you to substitute a symbol for a word within a phrase. Wildcard search fields are denoted by ‘\*\*’ on the right. The wildcard in MDB Fires is the percent sign ‘%’.

For example: if you perform a List By Name search and you enter “BR%” for the last name, a list of names will be returned where all the last names will start with “BR”.

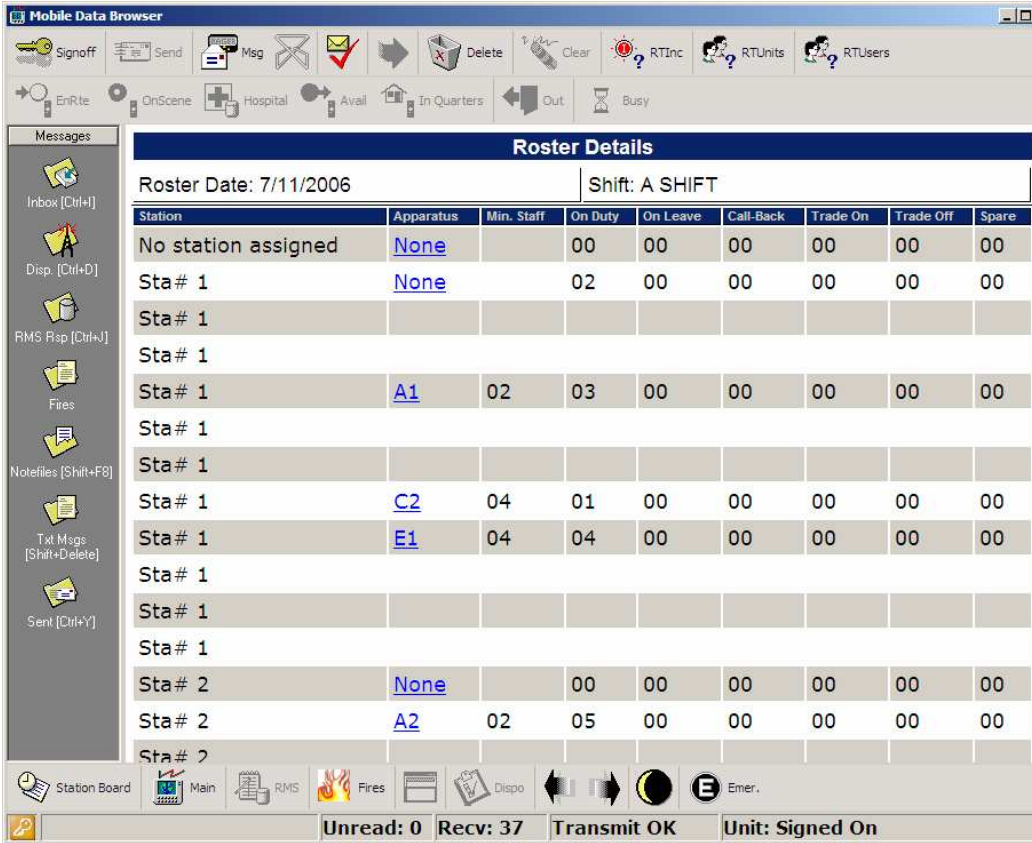
## Requesting the Daily Roster

The  Daily Roster option does not display a form. It is preconfigured to send a request with the current date for a list of rosters.





A list of one or more rosters will be displayed. You can request more details about a roster such as personnel, station and apparatus by simply clicking on the shift. As you can see the screenshot above, the column “Apparatus” contains the hyperlinks. The hyperlinks are preconfigured to automatically send a request for more details.



As you can see in the screenshot above, the “Roster Details” will display the stations, apparatus, and the number of personnel assigned to it.

**Note:** The apparatus, Min Staff, and On Duty will be displayed in red if the number of personnel on duty is less than the minimum number of staff. See the screenshot below.

The screenshot shows the 'Mobile Data Browser' application window. The top menu bar includes options like Signoff, Send, Msg, Delete, Clear, RTInc, RTUnits, and RTUsers. Below this is a status bar with icons for EnRte, OnScene, Hospital, Avail, In Quarters, Out, and Busy. The main area displays a list of stations (Sta# 1 and Sta# 2) with their personnel assignments. The bottom status bar shows 'Query: 22 Detail of Specific', 'Unread: 0', 'Recv: 13', 'Transmit OK', and 'Unit: Available'.

Station	Personnel	Count	Count	Count	Count	Count	Count	Count
Sta# 1								
Sta# 1								
Sta# 1								
Sta# 1	ENG1 ?		6	0	0	0	0	0
Sta# 1								
Sta# 1								
Sta# 1								
Sta# 1	E2	4	2	0	0	0	0	0
Sta# 1								
Sta# 1	R1	2	1	0	0	0	0	0
Sta# 2	None		0	0	0	0	0	0
Sta# 2	A2	2	2	0	0	0	0	0
Sta# 2								
Sta# 2	R2	2	2	0	0	0	0	0
Sta# 2								

To view detail about the personnel assigned to a particular apparatus simply click on the apparatus which is a hyperlink to request further information.

The screenshot shows the 'Mobile Data Browser' application. The top toolbar includes icons for Signoff, Send, Msg, Delete, Clear, RTInc, RTUnits, and RTUsers. Below this is a secondary toolbar with EnRte, OnScene, Hospital, Avail, In Quarters, Out, and Busy. The left sidebar contains a 'Messages' section with icons for Inbox (Ctrl+I), Disp. (Ctrl+D), RMS Rsp (Ctrl+N), Fires, Notefiles (Shift+F8), Txt Msgs (Shift+Delete), and Sent (Ctrl+Y). The main area displays 'Employee Details' for three employees, each with a table of information.

Employee Details			
Assigned To Apparatus	A1	Status	Active
Assignment	LIEUTENANT	Employee	RICHARD R. ANDREW
Start Time	08:00	End Time	08:00
-			
Assigned To Apparatus	A1	Status	Active
Assignment	LIEUTENANT	Employee	PAUL THOMAS
Start Time	08:00	End Time	08:00
-			
Assigned To Apparatus	A1	Status	Active
Assignment	FIREFIGHTER	Employee	BILL S. MAY
Start Time	08:00	End Time	08:00
-			

The bottom status bar shows: Station Board, Main, RMS, Fires, Dispo, and Emer. It also displays counts: Unread: 0, Recv: 38, Transmit OK, and Unit: Signed On.

A list of employees along with some details will be displayed.

### Request A Roster (Form)



The Request A Roster form behaves the same as Requesting the Daily Roster except you can request a previous roster.

The screenshot shows the 'Mobile Data Browser' application window. At the top is a toolbar with icons for Signoff, Send, Msg, Delete, Clear, RTInc, RTUnits, and RTUsers. Below this is another row of icons for EnRte, OnScene, Hospital, Avail, In Quarters, Out, and Busy. The main area is titled 'DAILY ROSTER' and contains three input fields: '[Department No]' with a dropdown arrow, '[Date]' with the value '02/21/2007' and a calendar icon, and '[No Of Records]' with the value '999'. On the left is a 'Messages' sidebar with icons and keyboard shortcuts for Inbox [Ctrl+I], Disp. [Ctrl+D], RMS Rsp [Ctrl+J], Fires [Ctrl+F4], Notefiles [Shift+F8], Txt Msgs [Shift+Delete], and Sent [Ctrl+Y]. At the bottom is a status bar with icons for Station Board, Main, RMS, Fires, Dispo, and Emer., followed by status indicators: 'Unread: 0', 'Recv: 8', 'Transmit OK', and 'Unit: Available'.

To complete the form and request a roster, do the following:

1. Select the **Department No.** from the drop down list or leave it blank. If the department number is left blank, Fires will automatically use your assigned department.
2. The **Date** field will automatically display the current date. You can enter a previous date manually or select it from the calendar.
3. **No. of Records** will always default to 999 because it is the maximum number of records that are returned. You have the option to lower the number of records to return.

A list of rosters will be returned for the date entered. From the list you can request more details. See section "Requesting the Daily Roster".

## Department Log



Use the Department Log form to request a department log for a particular Date and Type of Information. You may also enter Station, Department no., and/or time range but they are not required fields.

If the Date field is empty and/or a selection has not been made under Type of Information, an error message will appear on top of the form.

The screenshot shows the 'Mobile Data Browser' application window. The title bar reads 'Mobile Data Browser'. The interface includes a top toolbar with icons for Signoff, Send, Msg, Delete, Clear, RTInc, RTUnits, and RTUsers. Below this is a status bar with icons for EnRte, OnScene, Hospital, Avail, In Quarters, Out, and Busy. The main area is titled 'DEPARTMENT LOG'. It contains four input fields: '[Station]' (a dropdown menu), '[Department No]' (a dropdown menu), '[Date]' (a text field containing '07/11/2006' with a calendar icon), and '[Time Range]' (a time selection field). Below these fields is a section titled 'Select at least one or more Types of Information' with a list of checkboxes: All Information, Fire and EMS Incidents, Miscellaneous Entries, Property Activities, Property Inspections, Property Plan Reviews, Property Re-inspections, Property Scheduled Inspections, Resource Activities, Resource Scheduled Activities, and Training. The left sidebar contains a 'Messages' section with icons for Inbox [Ctrl+I], Disp. [Ctrl+D], RMS Rsp [Ctrl+J], Fires [Ctrl+F4], Notefiles [Shift+F8], Txt Msgs [Shift+Delete], and Sent [Ctrl+Y]. The bottom status bar shows 'Query: 6 Detail of Specific R', 'Unread: 0', 'Recv: 13', 'Transmit OK', and 'Unit: Available'. The bottom-most toolbar includes icons for Station Board, Main, RMS, Fires, Dispo, and Emer.

To complete the form and request a department log, do the following:

1. Select a **Station** from the drop down list or leave it blank.
2. Select the **Department No.** from the drop down list or leave it blank. If the department number is left blank, Fires will only return department logs for your assigned department.

3. The **Date** field will automatically display the current date. If you wish to request a log for a previous date you can enter it manually or select it from the calendar.

**Mobile Data Browser**

Signoff Send Msg Delete Clear RTInc RTUnits RTUsers

EnRte OnScene Hospital Avail In Quarters Out Busy

**DEPARTMENT LOG**

[Station] [Department No]

[Date] 07/11/2006 [Time Range] :: ::

Select at least one or more

☐ All Information

☐ Fire and EMS

☐ Miscellaneous

☐ Property Activities

☐ Property Inspections

☐ Property Plan Reviews

☐ Property Re-inspections

☐ Property Scheduled Inspections

☐ Resource Activities

☐ Resource Scheduled Activities

☐ Training


Station Board Main RMS Fires Dispo Emer.

Query: 6 Detail of Specific R Unread: 0 Recv: 13 Transmit OK Unit: Available

**Note:** To select a date from the calendar, click on the calendar icon to display the calendar.

4. In **Time Range**, enter the from and to time in HH:MM:SS format.
5. In **Type of Information** you may select "All Information" where all types will be returned or you may select to request only certain types of department logs.

## Main Address List

Use the  Main Address List form to obtain a list of locations by an address.



The screenshot shows the 'Mobile Data Browser' application window. The title bar reads 'Mobile Data Browser'. Below the title bar is a toolbar with icons for Signoff, Send, Msg, Delete, Clear, RTInc, RTUnits, and RTUsers. Below the toolbar is a status bar with icons for EnRte, OnScene, Hospital, Avail, In Quarters, Out, and Busy. The main window is divided into a left sidebar and a main content area. The sidebar contains a 'Messages' section with icons for Inbox (Ctrl+I), Disp. (Ctrl+D), RMS Rsp (Ctrl+J), Fires (Ctrl+F4), Notefiles (Shift+F8), Txt Msgs (Shift+Delete), and Sent (Ctrl+Y). The main content area is titled 'MAIN ADDRESS LIST' and contains a form with the following fields: [Department No], [Street No], [Street Direction], [Street], [Street Type], [Apt/Suite], [City], [State], [Zip Code], [Property Name], [Common Name], and [No Of Records]. The [No Of Records] field is currently set to '999'. At the bottom of the window is a status bar with icons for Station Board, Main, RMS, Fires, Dispo, and Emer. The status bar also displays 'Unread: 0', 'Recv: 8', 'Transmit OK', and 'Unit: Available'.

To complete the form and request a list of addresses, enter at least one of the following:

1. Select the **Department No.** from the drop down list or leave it blank. If the department number is left blank, Fires will automatically use your assigned department.
2. In **Street No**, enter the street number or wildcard search. See section Wildcard Search.
3. In **Street Direction**, select the direction from the drop down list.
4. In **Street**, enter the street name or a wildcard search. See section Wildcard Search.
5. In **Street Type**, select the type of street from the drop down list.
6. In **Apt/Suite**, enter the apartment or suite number or a wildcard search. See section Wildcard Search.

7. In **City**, enter the city or a wildcard search. See section Wildcard Search.
8. In **State**, select the state from the drop down list.
9. In **Zip Code**, enter the zip code.
10. In **Property Name**, enter the name of the property.
11. In **Common Name**, enter the name of the property that is common to everyone. For example if the Property Name is HTE Public Safety Storage Facility, the Common Name could be HTE Storage Facility.
12. **No. of Records** will always default to 999 because it is the maximum number of records that are returned. You have the option to lower the number of records to return.

**Note:** To narrow your search, enter as much criteria and utilize wildcard search.

For example in street you enter "ORA%" and you select Florida for state, the following screenshot below will be returned.



Property Key	Address	Property Name	Common Name
<a href="#">4564621465460</a>	100 N ORANGE AV, ORLANDO FL 32801	BURGER KING	
<a href="#">0000321000000</a>	321 N ORANGE BL, ORLANDO FL 32801	BARNETT BANK BUILDING	
<a href="#">0000001000002</a>	390 N ORANGE AV, ORLANDO FL 32801	HTE PUBLIC SAFETY	HTE STORAGE
<a href="#">0000001000003</a>	390 N ORANGE AVE, ORLANDO FL 32801	HTE PUBLIC SAFETY	
<a href="#">0000001004001</a>	390 N ORANGE AVE, ORLANDO FL 32801	HTE PUBLIC SAFETY	
<a href="#">6337037000000</a>	390 N ORANGE AVE, ORLANDO FL 32801	HTE PUBLIC SAFETY WAREHOUSE	
<a href="#">0000004000000</a>	648 N ORANGE AV, ORLANDO FL 32865	SIDNEYS RESTAURANT	
<a href="#">0080903000000</a>	390 N ORANGE AV, ORLANDO FL 32801	BARNETT BANK BUILDING	
<a href="#">0000001003000</a>	390S N ORANGE AV, ORLANDO FL 32801	BARNETT BANK	
<a href="#">0080904000000</a>	391 N ORANGE AV, ORLANDO FL 32801	BARNETT BANK BUILDING	

Station Board Main RMS Fires Dispo Emer.

Query: 10 Main Address List Unread: 0 Recv: 33 Transmit OK Unit: Available

From the list of addresses, click on the property number to request more details.

See **Available Sections & General Property Information** section.

## List By Name



Use the List By Name form to obtain a list of addresses by name. First, the List By Name request will return a list of names that match your search criteria. From the list of names you can request a list of addresses by clicking on one name.

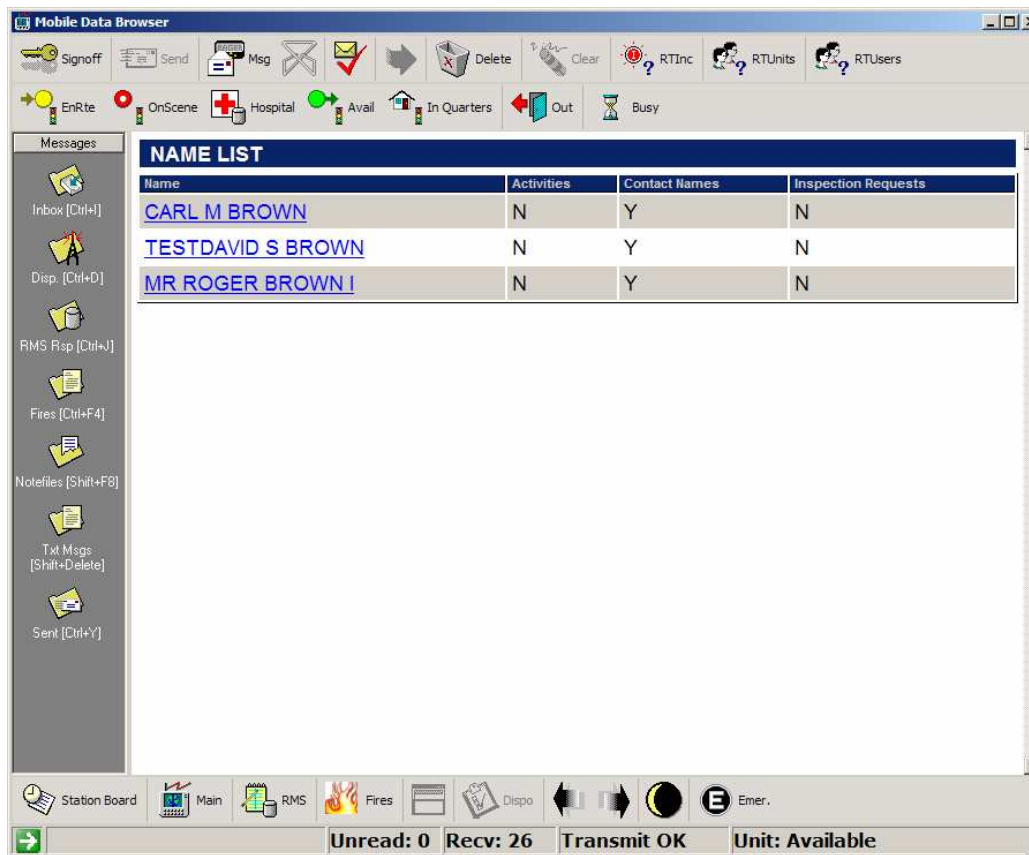
The screenshot shows the 'Mobile Data Browser' application window. The title bar reads 'Mobile Data Browser'. The interface includes a top toolbar with icons for Signoff, Send, Msg, Delete, Clear, RTInc, RTUnits, and RTUsers. Below this is a status bar with icons for EnRte, OnScene, Hospital, Avail, In Quarters, Out, and Busy. The main area is titled 'LIST BY NAME' and contains a search form. The form has four rows: '[Department No]' with a dropdown menu, '[Last]' with a text field and a double asterisk wildcard, '[First] [Middle]' with two text fields and a double asterisk wildcard, and '[No Of Records]' with a text field containing '999'. A note above the form states: '\*\* Represents Where The Wild Card Search Symbol '%' is Allowed.' The left sidebar contains a 'Messages' section with icons and keyboard shortcuts for Inbox [Ctrl+I], Disp. [Ctrl+D], RMS Rsp [Ctrl+J], Fires [Ctrl+F4], Notefiles [Shift+F8], Txt Msgs [Shift+Delete], and Sent [Ctrl+Y]. The bottom status bar shows 'Station Board', 'Main', 'RMS', 'Fires', 'Dispo', and 'Emer.' buttons, along with a progress bar and status indicators: 'Unread: 0', 'Recv: 8', 'Transmit OK', and 'Unit: Available'.

LIST BY NAME	
[Department No]	<input type="text"/>
[Last]	<input type="text"/> **
[First] [Middle]	<input type="text"/> ** <input type="text"/>
[No Of Records]	999

To complete the form and request a list of names, do the following:

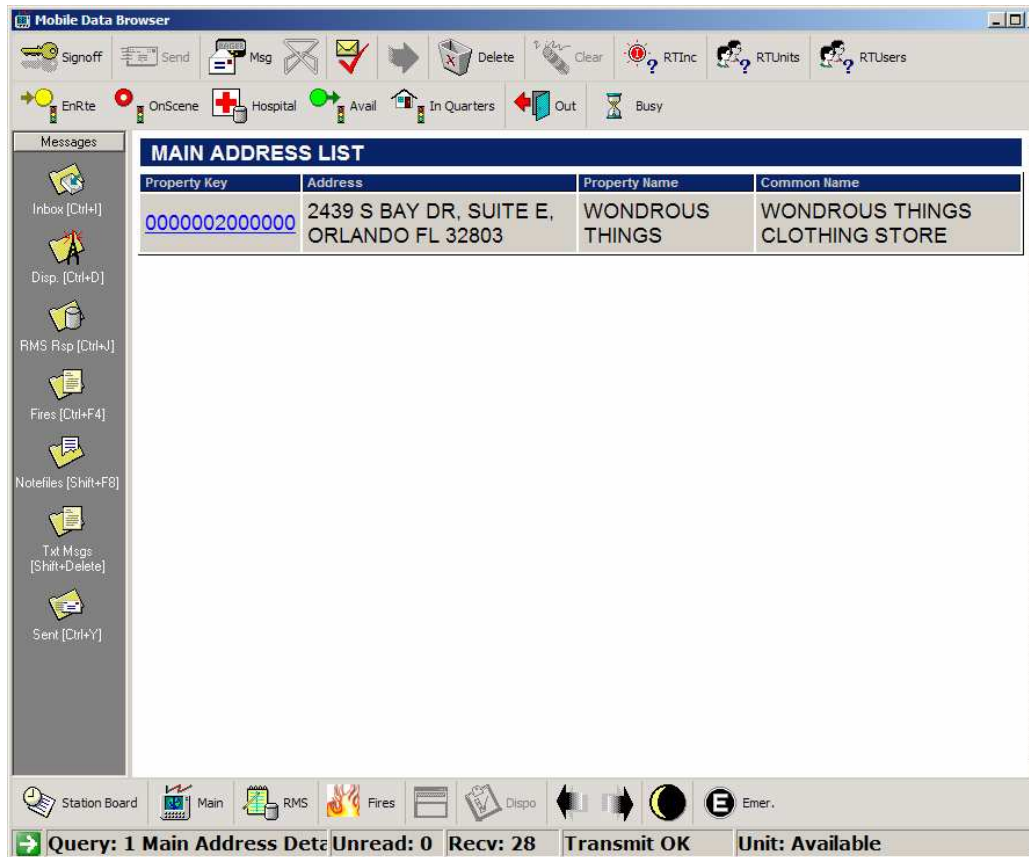
1. Select the **Department No.** from the drop down list or leave it blank. If the department number is left blank, Fires will automatically use your assigned department.
2. In **Last**, enter the individual's last name or a wildcard search. See section Wildcard Search.
3. In **First**, enter the individual's first name or a wildcard search. See section Wildcard Search.
4. In **Middle**, enter the first character of the individual's middle name.
5. **No. of Records** will always default to 999 because it is the maximum number of records that are returned. You have the option to lower the number of records to return.

For example: if "BROWN" is entered for the last name, the following list is returned. See screenshot below.



To request a list of addresses by a name, simply click on the name and a request is automatically sent.

For example: if you click on Carl M Brown, the following list will be returned. See screenshot below.



From the list of addresses, click on the property number to request more details.

See **Available Sections & General Property Information** section.

### List By Property No.



Use the List By Property No. form to obtain details about a property. Since the property number is known, it bypasses the list of addresses and automatically returns details about the property.

**Note:** Property numbers are numeric and unique. A property number will never have more than one property assigned to it.

The screenshot shows the 'Mobile Data Browser' application window. The title bar reads 'Mobile Data Browser'. The top menu bar contains icons for Signoff, Send, Msg, Delete, Clear, RTInc, RTUnits, and RTUsers. Below this is a status bar with icons for EnRte, OnScene, Hospital, Avail, In Quarters, Out, and Busy. The main window is divided into a left sidebar and a main content area. The sidebar, titled 'Messages', contains icons and shortcuts for Inbox [Ctrl+I], Disp. [Ctrl+D], RMS Rsp [Ctrl+J], Fires [Ctrl+F4], Notefiles [Shift+F8], Txt Msgs [Shift+Delete], and Sent [Ctrl+Y]. The main content area has a title bar 'LIST BY PROPERTY NO.' and a form with two input fields: '[Property No]' and '[Department No]'. The bottom status bar shows 'Station Board', 'Main', 'RMS', 'Fires', 'Dispo', and 'Emer.' icons, along with status indicators: 'Unread: 0', 'Recv: 8', 'Transmit OK', and 'Unit: Available'.

To complete the form and request details about a property, do the following:

1. The **Property No** is comprised of 3 separate fields. The first field contains the first 7 digits, the second field contains the next 3 digits, and the third field contains the last 3 digits of the property number. Each entry will pad on the left only.

Example 1:

Property Number = 0000002-444-000

User Enters = 2-4

MDB Fires Sends = 0000002004000

Example 2:

Property Number = 1000002-000-003

User Enters = 1000002- -3  
MDB Fires Sends = 1000002000003

Example 3:

Property Number = 1000000-100-100  
User Enters = 1000000-100-100  
MDB Fires Sends = 1000000100100

As you can see in the last example, the user must enter the entire property number because it only pads on the left.

2. Select the **Department No.** from the drop down list or leave it blank. If the department number is left blank, Fires will automatically use your assigned department.

See **Available Sections & General Property Information** section.

---

## Available Sections and General Property Information

Once the property has been selected, the "Available Sections and General Property Information" screen is displayed. This screen provides property details as well as hyperlinks that will allow you to drill down for more details. Depending on the amount of details, you may have to scroll down. See screenshots below.

**Mobile Data Browser**

Signoff Send Msg Delete Clear RTInc RTUnits RTUsers

EnRte OnScene Hospital Avail In Quarters Out Busy

Messages

Inbox [Ctrl+I]  
Disp. [Ctrl+D]  
RMS Rsp [Ctrl+N]  
Fires [Ctrl+F4]  
Notefiles [Shift+F8]  
Txt Msgs [Shift+Delete]  
Sent [Ctrl+Y]

**Available Sections and General Property Information**

Property Name: WONDROUS THINGS		Property Number: 0000002000000	
Address: 2439 S BAY DR, SUITE E, ORLANDO FL 32803			
Map Page No.	315	Map Reference No.	A-C23-54R
District:	District 1	County	Orange

**Property Details**

Property Management:	Private - tax paying	Property Use:	Textile, wearing apparel sales
Property Status:	Occupied	Complex Type:	Retail
Occupancy Type:	Residential	Seating Capacity:	10

**Detection And Extinguisher Systems**

Detector Type:	Smoke	Detector Power Supply:	Hard wire only
Extinguishing System Type:	Wet-pipe sprinkler	Sprinkler Head Type:	Standard response pendent

**Additional Information**

<a href="#">Activities</a>	<a href="#">Alarm System</a>	<a href="#">Architect/Insurance</a>	<a href="#">Construction</a>
<a href="#">Detection System</a>	<a href="#">Environment System</a>	<a href="#">Inspection Requests</a>	<a href="#">Inspections</a>
<a href="#">Permits</a>	<a href="#">Plan Review</a>	<a href="#">Protection System</a>	<a href="#">Scheduled Inspections</a>
<a href="#">Sprinkler System</a>	<a href="#">Standpipe</a>	<a href="#">User-Defined</a>	

**Cross Streets**

Cross Street 1	E SHORE DR	Cross Street 2	E ELLINGTON LN
----------------	------------	----------------	----------------

**Hydrants**

Station Board Main RMS Fires Dispo Emer.

Query: 1 Main Address Data Unread: 0 Recv: 42 Transmit OK Unit: Available

Screenshot below is the bottom portion of property information.



**Mobile Data Browser**

Signoff Send Msg Delete Clear RTInc RTUnits RTUsers

EnRte OnScene Hospital Avail In Quarters Out Busy

Messages Sprinkler System Standpipe User-Defined

**Cross Streets**

Cross Street 1	E SHORE DR	Cross Street 2	E ELLINGTON LN
----------------	------------	----------------	----------------

**Hydrants**

Sequence No.	Address	Description	Resource No.
0000007	S BAY DR, ORLANDO FL 32803	RED CAP HYDRANT	
0000008	E ELLINGTON DR, ORLANDO FL 32803	YELLOW CAP HYDRANT	

**Hazardous Materials**

Chemical Name	Quantity	Material Location
Chlorine	30 Gallons	Basement storage room
Ammonia	10 Gallons	Basement storage room

**Contacts**

Name	Name Type	Emergency Contact
CARL M BROWN	Owner	Y
TESTDAVID S BROWN	Owner	Y
MR ROGER BROWN	Occupant	Y

**Utilities**

Knox Box Location	NONE
Main Shutoff Location	BASEMENT - NORTH WALL
Gas Shutoff Location	BASEMENT - EAST WALL
Gas Supplier Name	DELLINGTON'S
Gas Supplier Phone No.	(407) 254-8891

Station Board Main RMS Fires Dispo Emer.

Query: 2 Environment System Unread: 0 Recv: 43 Transmit OK Unit: Available

The Available Sections and General Property displays the following information:

- ◆ Property Details
- ◆ Detection & Extinguisher Systems
- ◆ Additional Information
- ◆ Cross Streets
- ◆ Hydrants
- ◆ Hazardous Materials
- ◆ Contacts
- ◆ Utilities

The Property Name, Number, and address are displayed on top. If you requested property details by a property number, the property name and address will not be displayed. "UNAVAILABLE" will be displayed instead.



If details do not exist for a particular subheading, the section will not be displayed. For example, if there are no hazardous materials for a property, the section as well as the subheading will not be displayed.


Hydrants, Contacts, and Additional Information provide hyperlinks to request detail information. In the Additional Information section, you can request different types of information if it available. If one of the hyperlinks are disabled it means there is no information available for that topic.

## Chapter 7. Receiving Messages








This chapter describes how to work with message lists to view messages.

### Working with Message Lists

MDB Fires contains message lists that enable you to work with messages. To display a message list, choose its

button from the shortcut bar or choose  **Msgs [F6]** and choose the message list from the Messages Menu window. When a message list is displayed, unread messages are bold.

The following message lists are available:

Icon	Message List	Description
	Inbox	Displays a list of all messages regardless of the source.
	Dispatch	Displays a list of all dispatches.
	RMS Responses	Displays a list of all RMS responses
	Fires	Displays a list of all Fires responses.
	Notefiles	Displays a list of all received notefiles.
	Text Messages	Displays a list of all text messages.
	Sent Items	Displays a list of the last messages that were sent.

Once you display a message list, you can do the following:

Task	Description
Delete messages	To delete a message, select the message and press DEL or choose <b>Delete [F2]</b> . To delete several messages, press CTRL and click on the messages you want to delete. Then press DEL or choose <b>Delete [F2]</b> . To delete a block of messages, select the first message, press SHIFT, and select the last message. All the messages between the two will be selected. Press DEL or choose <b>Delete [(F2)]</b> to delete the selected messages. You can also right-click your mouse and select Delete from the pop-up menu to delete selected messages.

Task	Description
Mark a message as read	To mark a message as read, open the message or preview it for over four seconds. You can also right-click your mouse and select Mark as Read from the pop-up menu to mark selected messages as read.
Open a message	To open a message, double-click the message or select it and press ENTER. You can also right-click your mouse and select Open from the pop-up menu to open a selected message.
Preview a message	To preview a message, choose <b>Preview</b> and select a message. The selected message is displayed in the preview frame located at the bottom of the message list window.
Size a column	To size a column in the message list, drag the column divider to the right or to the left
Size the preview frame	To size the preview frame, drag the splitter bar up or down as required.
Sort the messages	To sort the messages, click the column heading you want to sort by. Click the same column heading again to sort in reverse order.

**Note:** To quickly view the next unread message, choose **Nxt Unrd [F3]**. If there are no unread messages, **Nxt Unrd [F3]** is disabled.

#### Related Topics

- ◆ Using the Dispatch List
- ◆ Using the Inbox List
- ◆ Using the Notefiles List
- ◆ Using the RMS Responses List
- ◆ Using the Sent Items List
- ◆ Using the State/NCIC Responses List

#### Delete Message



Choose **Delete [F2]** when viewing a message to delete it. You can also delete items in a message list by selecting an item or items and choosing **Delete [F2]** or by pressing the delete key.

#### Next Unread Message










Choose **Nxt Unrd [F3]** to display the next unread message. If you do not have an unread message, this button is not available (dimmed).

## Using the Inbox List

The Inbox provides a list of all messages. To display the Inbox, choose **Inbox [Ctrl + I]** from the shortcut bar or choose **Msgs [F6]** and choose **Inbox [Ctrl + I]** from the Message Menu window.

The Inbox list has six columns. The following information is in each column:

Column	Description
 (Type)	Contains icons for the types of messages in the list. Position your cursor on an icon and a text box appears identifying the message type.
 (Priority)	Contains icons indicating a message's priority. Position your cursor on an icon and a text box appears indicating the priority.  Emergency priority  Urgent priority  High priority  Normal priority  Low priority
Type	Identifies the type of message.
From	Lists the message's originator.
Received	Shows the date and time the message was received.
Description	Provides a brief description of the message.



### Related Topics






- ◆ Message Limit
- ◆ Working with Message Lists

## Using the Dispatch List

The Dispatch List provides a list of all dispatches. To display the Dispatch List, choose **Disp. (Ctrl + D)** from the shortcut bar or choose **Msgs [F6]** and choose **Disp. [Ctrl + D]** from the Message Menu window.

The Dispatch List has nine columns. The following information is in each column:

Column	Description
 (Type)	Contains icons for the types of dispatch messages in the list. Position your cursor on an icon and a text box appears identifying the dispatch message type.
 (Priority)	Contains icons indicating a dispatch's priority. Position your cursor on an icon and a text box appears indicating the priority.

Column	Description
	 Emergency priority  Urgent priority  High priority  Normal priority  Low priority
Type	Identifies the type of dispatch message.
Received	Shows the date and time the dispatch was received.
Last Action	Shows the last action taken for the dispatch.
Call #	Lists the call number assigned to the dispatch.
Code	Lists the police code applicable for the type of dispatch.
Address	Provides the dispatch address.
Description	Provides a summarized description of the dispatch.








### Related Topic

Working with Message Lists

### Using the State/NCIC Responses List

The State/NCIC Responses List provides a list of all state and NCIC responses. To display the State/NCIC Responses List, choose **State Rsp [Ctrl + S]** from the shortcut bar or choose **Msgs [F6]** and choose **State Rsp** from the Message Menu window.

The State/NCIC Responses List has five columns. The following information is in each column:

Column	Description
 (Type)	Contains icons for the types of responses in the list. Position your cursor on an icon and a text box appears identifying the response type.
 (Priority)	Contains icons indicating a response's priority. Position your cursor on an icon and a text box appears indicating the priority.  Emergency priority  Urgent priority  High priority  Normal priority  Low priority
From	Lists the response's originator.
Received	Shows the date and time the response was received.

Column	Description
Description	Provides a brief description of the response.








#### Related Topic

Working with Message Lists

### Using the RMS Responses List

The RMS Responses List provides a list of all RMS responses. To display the RMS Responses List, choose **RMS Rsp [Ctrl + J]** from the shortcut bar or choose **Msgs [F6]** and choose **RMS Rsp** from the Message Menu window.

The RMS Responses List has six columns. The following information is in each column:

Column	Description
 (Type)	Contains icons for the types of responses in the list. Position your cursor on an icon and a text box appears identifying the response type.
 (Priority)	Contains icons indicating a response's priority. Position your cursor on an icon and a text box appears indicating the priority.  Emergency priority  Urgent priority  High priority  Normal priority  Low priority
Type	Identifies the type of response. The three types of responses are: Active Units, Active Incidents, and RMS Responses.
From	Lists the response's originator.
Received	Shows the date and time the response was received.
Description	Provides a brief description of the response.








#### Related Topic

Working with Message Lists

### Using the Text Messages List

The Text Messages List provides a list of all text messages. To display the Text Messages List, choose **Txt Msgs** from the shortcut bar or choose **Msgs [F6]** and choose **Txt Msgs** from the Message Menu window.

The Text Messages List has six columns. The following information is in each column:

Column	Description
 (Type)	Contains icons for the types of text messages in the list. Position your cursor on an icon and a text box appears identifying the message type.
 (Priority)	Contains icons indicating a text message's priority. Position your cursor on an icon and a text box appears indicating the priority.  Emergency priority  Urgent priority  High priority  Normal priority  Low priority
Type	Identifies the type of text message.
From	Lists the text message's originator.
Received	Shows the date and time the text message was received.
Description	Provides a brief description of the text message.

### Related Topic



Working with Message Lists






### Using the Notefiles List

The Notefiles List provides a list of all notefiles you have received. A notefile is a text file containing information an agency wants its members to be able to retrieve in the field. Notefiles may contain lists of codes, abbreviations, hours of operation for various agencies, or telephone numbers. Each notefile is assigned a name so you can retrieve it. Some agencies have a master notefile, with names such as Menu, Police, or Fire, that contains a list of all available notefiles.

To display the Notefiles List, choose **Notefiles** from the shortcut bar or choose **Msgs [F6]** and choose **Notefiles** from the Message Menu window.

The Notefiles List has four columns. The following information is in each column:

Column	Description
 (Type)	Contains icons for the types of notefiles in the list. Position your cursor on an icon and a text box appears identifying the notefile type.
 (Priority)	Contains icons indicating a notefile's priority. Position your cursor on an icon and a text box appears indicating the priority.

	 Emergency priority  Urgent priority  High priority  Normal priority  Low priority
Received	Shows the date and time the notefile was received.
Description	Provides a brief description of the notefile.

If you request the same notefile multiple times, it is listed multiple times in the Notefiles List and Inbox. If you have duplicates of the same notefile and you need the most recent one, check the date and time in the Received column.








### Related Topic

Working with Message Lists

## Using the Sent Items List

The Sent Items List provides a list of all the items you have sent. To display the Sent Items List, choose **Sent [Ctrl + Y]** from the shortcut bar or choose **Msgs [F6]** and choose **Sent** from the Message Menu window.

The Sent Items List has six columns. The following information is in each column:

Column	Description
 (Type)	Contains icons for the types of sent items in the list. Position your cursor on an icon and a text box appears identifying the sent item type.
 (Priority)	Contains icons indicating a sent item's priority. Position your cursor on an icon and a text box appears indicating the priority.  Emergency priority  Urgent priority  High priority  Normal priority  Low priority
Type	Identifies the type of sent item.
Sent	Shows the date and time the item was sent.
Description	Provides a brief description of the sent item.



**Related Topic**

- ◆ Message Limit
- ◆ Working with Message Lists

## Chapter 8. Managing Dispatches

This chapter explains how to manage your dispatches. It describes the following:

- ◆ Viewing dispatches
- ◆ Assigning a disposition
- ◆ Adding comments
- ◆ Following up.

---

### Viewing Dispatches


Your system administrator can configure how your system responds to an incoming dispatch. The two main configurations are as follows:

#### Option 1 (default)

In the default configuration, your system is configured to *force display* dispatch messages. This means that incoming dispatches are received and displayed automatically so you will see the dispatch without taking any action.

#### Option 2

If your system is not configured to force display dispatch messages, there are several ways to view an incoming dispatch message depending upon how your system is configured. The ways of displaying dispatch messages are:


- ◆ If your system is configured to display a New Message pop-up window when a new message is received, choose **Read** when the pop-up window appears.
- ◆ If the dispatch message is the newest message received, as indicated by its summary appearing in the status bar, choose **Nxt Unrd [F3]**, and the message is displayed.
- ◆ Choose **Inbox [Ctrl + I]** or  **Disp. [Ctrl + D]** to display their associated message lists, locate the dispatch, and open it.

#### Related Topics

- ◆ Using the Dispatch List
- ◆ Using the Inbox List
- ◆ Working with Message Lists

## Assigning a Disposition

To complete a typical dispatch, assign it a disposition code and enter any associated comments. After you assign a disposition code, the dispatch is complete and removed from the list of active dispatches. To display the Dispatch

Disposition form, choose  **Dispo [Ctrl + H]** or choose **Main [F5]** and choose **Dispo (H)** from the Main Menu window.

To complete the form and dispose of a dispatch, do the following:

1. In **Disposition**, enter the code for the dispatch's disposition.
2. In **Narrative**, enter information about the dispatch.
3. Choose **Send [F10]** to send the disposition.


**Note:** You can add comments or follow-up information to a dispatch after it has been disposed, but you need to know its RD-Number.

### Related Topics

- ◆ Adding Comments to a Dispatch
- ◆ Following Up on a Dispatch

## Adding Comments to a Dispatch

You can add comments to a current dispatch or add them to a dispatch that is no longer open. To add the comments, you use the Add Dispatch Comment form. To display the Add Dispatch Comment form, choose **Main [F5]** and

choose  **Comment (W)** from the Main Menu window.

To complete the form and add the comments, do the following:

1. In **RD Number**, enter the RD number.

**Note:** If you are currently dispatched, the RD number for the current dispatch is entered automatically.


2. Select a classification from **Classification**.
3. Select a service code from **Service Code**.
4. In **Remarks/Comments**, enter your comments.
5. Choose **Send [F10]** to send the comments.

To clear the information you have entered, choose **Clear [F4]**. The entered information is removed and the defaults are restored.

---

## Following Up on a Dispatch

Use the Start Dispatch Followup form when you start to follow up on a dispatch. To display the Start Dispatch

Followup form, choose **Main [F5]** and choose  **Followup (F)** from the Main Menu window.

To complete the form and follow up on a dispatch, do the following:

**Note:** You must know the dispatch's RD number to follow up on a dispatch.

1. In **RD Number**, enter the RD number.
2. In **Location**, enter the location where you are following up on the dispatch.
3. Select a classification from **Classification**.
4. Select a service code from **Service Code**.
5. In **Remarks/Comments**, enter your comments.
6. Choose **Send [F10]** to send the comments. Your status changes to Follow-up.

After you complete the followup, choose **Main [F5]** and choose **Followup (F)** from Main Menu window. Your status changes to Available.

---

## Chapter 9. Responding to Notifications

This chapter describes the notifications you may receive when using MDB Fires. The following on-screen notifications are explained:

- ◆ Message limits
- ◆ Message reminders
- ◆ Error messages
- ◆ Warnings.

Sound notifications are also described.

---

### Working with On-Screen Notifications

On-screen notifications are messages that appear on your screen to keep you informed about incoming messages, to remind you about unread messages, and to warn you when message limits are reached.

The status bar provides one form of on-screen notification by showing a summary of incoming messages and displaying the number of unread messages.

The Message Reminder pop-up window contains a list of unread messages. The Message Reminder pop-up window can be configured to be displayed when a message first arrives.

The Message Limit information message appears when you have too many messages in your Inbox.

**Note:** Your system administrator can configure MDB Fires to automatically display incoming messages based on the type of message and the message's priority. Messages can be designated as *forced display* which means they will appear on your screen no matter what task you are performing in MDB Fires. Dispatches and emergency messages are often designated as forced display. Another designation is *display if idle* which means the message will not display automatically if you are currently viewing a window that contains a form.

Warnings and error messages may appear on your screen under certain conditions.

#### Related Topic

Using Sound Notifications

## Message Limit

Message Limit warning messages appear when the number of messages in your Inbox List approaches the amount set by your system administrator. Your system administrator sets the maximum number of messages you can have in your Inbox List. Once the maximum is reached, the oldest messages are deleted as new messages arrive. The Message Limit warning messages begin to appear before the maximum is reached. Your system administrator determines how often the warning messages appear.

For example, your system could be configured to have a maximum of 50 messages in your Inbox. Your system administrator may have configured your system so that you receive the Message Limit warning message when your inbox exceeds 90 percent of the maximum. You would then receive the first Message Limit warning message when the number of messages in your Inbox reaches 46. Also, your system administrator determines how often the warning message appears, and for our example the frequency is every 2 incoming messages. As a result, the Message Limit warning message will appear when you have 46 messages in your Inbox and whenever 2 more messages are added. Once your Inbox contains 50 messages, the oldest messages are deleted as new messages are received.

When the Message Limit warning message appears, choose **OK** to close it.

**Note:** Your system may be configured with a limit on the number of sent messages you can retain in your Sent Items List. Once this limit is reached, the oldest sent items are deleted as new messages are sent. A Message Limit warning message does not appear for sent items.








### Related Topic

Working with On-Screen Notifications

## Message Reminder Pop-Up Window

The Message Reminder pop-up window contains the list of current unread messages. It appears when an incoming message has not been read within the time period set by the system administrator. Your system administrator can configure MDB Fires to display the Message Reminder pop-up window immediately each time you receive a message.

The Message Reminder pop-up window contains a list with five columns. The following information is in each column:

Column	Description
 (Type)	Contains icons for the types of messages in the list. Position your cursor on an icon and a text box appears identifying the message type.
 (Priority)	Contains icons indicating a message's priority. Position your cursor on an icon and a text box appears indicating the priority.   Emergency priority  Urgent priority  High priority  Normal priority  Low priority
Type	Identifies the type of message.
Received	Shows the date and time the message was received.
Description	Provides a brief description of the message. This description appears in the status bar.

The Message Reminder pop-up window has the following action buttons:

Button	Description
Read	Displays the selected message.
Remind Later	Closes the pop-up window, but if you do not read the messages within the time period set by the system administrator, it reappears.
Close	Closes the pop-up window. The pop-up window will not appear again until you receive another message.
Help	Displays the help topic for the Message Reminder pop-up window.

You can resize the Message Reminder pop-up window, and you can move it to any location on your screen. Once you set the size and location, the pop-up window always appears at that size and location until you change it.

If more than one message is listed, use your keyboard arrow keys or your mouse to select a particular message.

To read the selected message, press ENTER, double-click your mouse, or choose **Read**.

To delete the selected message, press DEL, or choose **Delete [F2]**.

If you right-click your mouse on a message, a pop-up menu is displayed. You can choose **Open**, **Delete**, or **Mark as Read** from the pop-up menu.

## Error Messages

The following error messages may appear:

- ◆ Application Create
- ◆ Application Load
- ◆ Database Drivers Not Properly Installed
- ◆ Database in Use
- ◆ Invalid Protocol
- ◆ Invalid Transport
- ◆ Invalid Verb Parameters.

### Related Topic

Working with On-Screen Notifications

### Error: Application Create

This message appears when there is a problem loading MDB Fires. Contact your system administrator.

### Error: Application Load

This message appears when there is a problem loading MDB Fires. Contact your system administrator.

### Error: Database Drivers Not Properly Installed

The database drivers are not properly installed. Contact your system administrator.

### Error: Database in Use

The message database is currently opened exclusively by another application, which prevents the maintenance operation from occurring. This error is not serious and the maintenance will be attempted again at the next restart of the application.

If the error persists, contact your system administrator.

### Error: Invalid Protocol

This message indicates that the chosen protocol is not properly installed. Contact your system administrator.



### **Error: Invalid Transport**

This message indicates that the chosen network transport objects are not properly installed. Contact your system administrator.

### **Error: Invalid Verb Parameters**

This message appears when a verb that requires parameters has been called, and the passed parameters did not match the verb definition. Contact your system administrator.

## **Warnings**

The following warnings may appear:

- ◆ Delete All Messages?
- ◆ Message Limit
- ◆ Message Limit Truncate.

### **Related Topic**

Working with On-Screen Notifications

### **Warning: Delete All Messages?**

If your system is configured to delete all received and sent message when you exit MDB Fires, this warning appears before MDB Fires automatically deletes them. If you choose **Yes**, the messages are deleted. If you choose **No**, the messages are retained.

### **Warning: Message Limit**

This message warns you that you are about to exceed the hard message limit for the number of messages you have on your system. You should delete unwanted messages or else they will be automatically deleted starting from the oldest lowest priority messages.

### **Warning: Message Limit Truncate**

This message appears when an automatic deletion has taken place because the number of messages has exceeded the hard limit. You should remove unwanted messages or else more messages will be automatically deleted starting from the oldest lowest priority messages.

## Using Sound Notifications

Your system administrator can associate sounds with MDB Fires events. For example, you could hear one sound when an emergency message arrives and another when you receive a dispatch. In some cases, the sound may change based on priority. An urgent priority dispatch message could have a different sound than a normal priority dispatch message.

**Note:** For security reasons, an outgoing emergency message does not have a sound associated with it. Incoming emergency messages do.

### Related Topic


[Working with On-Screen Notifications](#)

## Chapter 10. Working with Statuses

This chapter describes how to work with statuses.

### Using the Busy Form

Use the Busy/Location form to change your status to busy and to enter the reason for being busy. To display the Busy/Location form, press CTRL + B or choose **Main [F5]**


and choose  **Busy (B)** from the Main Menu window.


To complete the form and change your status to busy, do the following:

1. Select a busy code from **Code**.
2. In **Nature**, enter the nature of your activity.
3. In **Location**, enter where you will be while you are busy.

**Note:** To change your status to busy without using the Busy/Location form, choose **Status [F9]** to display the Status Menu window. Choose **Busy (B)** and your status becomes busy.

### Sending an Out-of-Vehicle or In-Vehicle Status

To change your status to out-of-vehicle, choose  **Out [F11]**. Your status changes to out-of-vehicle. The **Out (F11)** button changes to **In [F11]** so you can quickly

choose  **In** when you return to your vehicle. When you choose **In [F11]**, your status changes to in-vehicle and the button changes to **Out [F11]**.

Another way to change your status to out-of-vehicle or in-vehicle is to do the following:

1. Choose **Main [F5]**.
2. Choose **Out [F11] (1)** or **In [F11] (1)** as applicable from the Main Menu window.

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